



**Education Resources**  
Executive Director **Tony McDaid**  
Support Services

Dear Parent/Carer

### **Coming soon: Online payments to school with ParentPay**

South Lanarkshire Council is rolling out an online payment system across all schools and nurseries to provide online payments for parents. The new system is called ParentPay.

ParentPay will provide a more convenient secure way for parents to pay online for school meals, school trips and other school activities.

As part of the ParentPay rollout, your school is working towards being a cash-free environment. Parents who need to continue making payments by cash may do so using the PayPoint network at local convenience stores.

### **Making secure payments online using your credit or debit card**

ParentPay offers you the freedom to make payments whenever and wherever you like, 24 hours a day, 7 days a week - safe in the knowledge that the technology used is of the highest internet security available.

You will create a secure online account, activated using a unique 'myaccount' username and password which you must keep safe and secure ('myaccount' is a free and secure sign-in service for accessing public services online in Scotland). If you have children in nursery, primary and secondary school, you can create a single account login for all of your children.

Making a payment is straightforward and ParentPay holds a payment history for you to view at a later date, no card details are stored in any part of the system. Once you've activated your account you can make online payments straight away.

### **Using/**

Support Services, Council Offices, Almada Street, Hamilton ML3 0AA



**INVESTORS  
IN PEOPLE**



**Healthy  
Working  
Lives**

## Using PayPoint

PayPoint payments are recorded by ParentPay and can be seen by logging into your ParentPay account and viewing your payment history online. Please notify the school if you wish to use the PayPoint facility. A plastic card can be issued to you to make cash payments for school meals at local PayPoint stores. The first card is free of charge however any lost or damaged cards will be charged at an additional cost. Payment cards take about two weeks to arrive but we can issue a barcode letter as an interim measure.

Trip and activity information letters will carry a unique barcode which will allow you to make cash payments at your local PayPoint store.

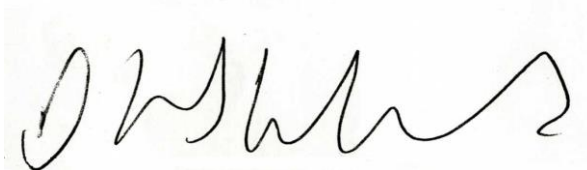
We hope you will support us in achieving our goal to become a cashless environment, avoiding the need for your child to carry cash to school and improving school security.

Due to the current COVID-19 pandemic we would encourage parents to activate and use their ParentPay account or use PayPoint facilities to limit the amount of cash being handled in schools.

**You will receive your unique 'myaccount' activation details shortly.**

For further information on ParentPay please see the FAQs overleaf or visit [www.parentpay.com](http://www.parentpay.com).

Yours faithfully

A handwritten signature in black ink, appearing to read 'D Hinshelwood', written in a cursive style.

**David Hinshelwood**  
**Support Services Manager**